

8/30/2010

TOWN OF CAMP VERDE
USER REQUEST

Town of Camp Verde
Parks & Recreation Department
395 S. Main Street
Camp Verde, AZ 86322

Class _____
Ph: 928-567-0535
Fax: 928-567-1540

Facility Requested:

- ☐ Room 204 ☐ Room 206 & 207 ☐ Kitchen ☐ Gym ☐ Gazebo ☐ Ramada ☐ Conference
☐ Community Center Field ☐ Butler Baseball ☐ Butler Picnic ☐ Butler Soccer Field

Name of Organization: _____

Person Responsible for activity: _____

Mailing Address: _____
City State Zip

Phone: home _____ wk _____ cell _____

E-mail: _____

Date(s) of Use: _____ Time of Event: _____

Date & Time Requested for Set-Up: _____

Description of Activity: _____

Estimated number of Attendees: _____ Total Hours of Use _____

Will you implement a charge for the event?

Yes ☐ No ☐

Will food be served?

Yes ☐ No ☐

Will you be setting up equipment, decorations, etc.?

Yes ☐ No ☐

Please give a brief description to any "Yes" answers above: _____

Rental Fee:

Rental Fee \$ _____
Floor Preparation \$ _____
Light Fee \$ _____
Electricity \$ _____

Total Due \$ _____

Receipt Number: _____

Deposit:

Cleaning Deposit \$ _____

Key Deposit \$ _____

Total Deposits Due \$ _____

P & R staff must inspect room(s) before deposit is returned

Receipt number: _____

I/We _____, its officers, employees and members shall through the signing of this Agreement by an authorized party or agent, indemnify, hold harmless and defend the Town of Camp Verde and its agents and employees from all suits and actions, including reasonable attorneys' fees and all costs of litigation and judgment of every name and description against the Town of Camp Verde as a result of loss, damage or injury to person or property by reason of any action or omission by the Town of Camp Verde, its agents or employees for the use of Town facilities, fields and recreational facilities.

Applicants Signature

Date

Approval Signature

Date